MINUTES

I. OPEN SESSION 5:30 p.m.
   1. Call to Order
      The meeting was called to order by Laura Perry at 5:30 p.m.

   2. Roll Call
      Trustees: Laura Perry, Kent Child, Tony Ruiz

      Trustee Walt Glines was present in the audience.

      Dr. Steven M. Kinsella, Superintendent/President
      Joe Keeler, Vice President, Administrative Services
      Angie Oropeza, Recording Secretary

   3. Approve Minutes, January 13, 2009
      MSC (K.Child/L.Perry) 3 ayes, 0 nays to approve.

   4. Comments from the Public - this is a time for the public to address the Committee
      None

II. DISCUSSION ITEM
   Dr. Steven Kinsella reported that trustee Walt Glines has suggested a change in Board Policy 2360, otherwise, all other changes are being proposed based on changes in regulations, the law, or accreditation. We receive suggested changes as part of the services from CCLC (Community College League of California). The proposed changes are made for the college to stay in compliance with the law. The vast majority of procedures are those he signs off on and presents to the full Board for information. They represent the procedures we intend to use to make sure we operate within Board policy. Policies are presented to the full Board for information and again for action. This is the general practice of colleges throughout the state. They are presented here for the subcommittee’s input, comments, or changes.

   1. BP 2360 Minutes

      Walt Glines suggested that to provide transparency in government, the minutes policy be changed to reflect who voted how specifically on each item when there is an abstention or a split vote. Subcommittee members agreed with the suggestion.

   2. Revisions: Chapter 2 – Board of Trustees
      AP 2710 Conflict of Interest
      AP 2714 Distribution of Tickets or Passes

      Revisions: Chapter 3 – General Institution
      AP 3300 Public Records
      AP 3560 Alcoholic Beverages
Revisions: Chapter 6 – Business and Fiscal Affairs
BP 6450 Wireless or Cellular Telephone Use
BP 6550 Disposal of Property
BP 6620 Naming Buildings
BP 6700 Civic Center and Other Facilities Use
BP 6740 Citizens’ Oversight Committee
BP 6900 Bookstore

AP 6100 Delegation of Authority
AP 6340 Bids and Contracts
AP 6345 Bids and Contracts (UPCCAA Option)
AP 6350 Contracts – Construction
AP 6370 Contracts – Personal Services
AP 6380 Vendors
AP 6400 Audits
AP 6450 Wireless or Cellular Telephone Use
AP 6530 District Vehicles

AP 6550 Disposal of Property
AP 6600 Capital Construction
AP 6700 Civic Center and Other Facilities Use
AP 6740 Citizens’ Oversight Committee
AP 6900 Bookstore

Joe Keeler referenced the note on the approach used in reviewing Chapter 6. There are no substantive changes. Steve Kinsella stated that these items will be open for discussion. As we get closer to accreditation, additional subcommittee meetings will be scheduled, though we are not behind.

Policy Subcommittee members agreed to move the proposed changes forward for presentation to the full Board for information in August and for action in September. Staff will review the text for consistency, grammar, sentence structure, etc.

III. CLOSING ITEMS
1. Adjournment
   The meeting was adjourned at 5:55 p.m.